



# What everyone needs to know about



## MCLB Albany's Environmental Management System (EMS)

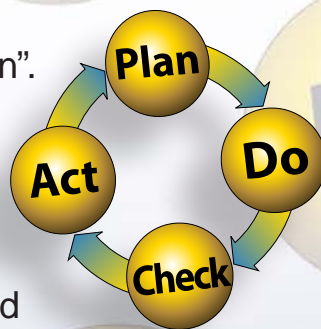
*We are all expected to be familiar with the EMS; including the EMS policy, the environmental aspects of our work areas, and our roles in the EMS.*

### What is EMS?

The Plan-Do-Check-Act cycle is the heart of the EMS. EMS is a "systematic approach to environmental management that focuses on continual improvement through effective planning, review, and corrective action".

*USMC White Letter.* It facilitates continuous evaluation to improve MCLB Albany's impact on the environment. An EMS applies business best management practices to environmental programs. Our EMS follow Head Quarters Marine Corps (HQMC) EMS Guidance.

The following questions may be asked during an EMS Audit so please read and understand the answers:



### What is your role in EMS?

Your primary role is to understand how your work activities may affect the environment and follow SOPs to control impacts. You should also tell your manager if you see a problem, and always look for ways to improve!

### Why is it important to conform to the Environmental Policy and Plans?

Negligence may lead to spills and releases to the environment, increased waste generation, regulatory violations, potential fines, and accidents which can negatively impact operations.

### What are EMS Objectives?

As required by HQMC, MCLB Albany established EMS Objectives and Targets to help achieve the EMS Policy. The EMS Objectives at MCLB Albany are:

- **Maintain compliance with Title V air permit**
- **Maintain stormwater quality and meet NPDES permit requirements**
- **Reduce the amount of hazardous waste generated**
- **Increase recycling participation in base housing by 25 percent from a baseline of January 1, 2004**

**All employees should be aware of how they support meeting the Objectives for the Base!** The entire list of Objectives and Targets is available on the MCLB Albany EMS website or ask your EMS coordinator for more information.

### How Does the Maintenance Center Impact the Environment?

As required by HQMC, MCLB Albany identified EMS Practices and Aspects for each work area. A Practice is defined as an activity that has the potential to impact environmental resources (like painting or changing oil). Aspects are outcomes of the Practices that affect the environment (like air emissions from painting or a spill from an oil change).

### What can you do to make EMS successful in your workplace?

Your role is to understand how your work activities may affect the environment and to follow standard procedures. Tell your Supervisor if you see any existing or potential problems, and assist to correct and prevent the problems.

### What are the benefits of improved environmental performance?

Improved environmental performance can result in lower operational costs, safer working conditions, a cleaner community — all of which support and sustain the mission of MCLB Albany.

### Where can I get more information about EMS?

More information is available from your Environmental Coordinator, the Environmental Branch (639-5637), or go to the internet at <http://www.ala.usmc.mil/envbr/default.asp>, or the intranet at [https://intranet.ala.usmc.mil/ems/default\\_lg.asp](https://intranet.ala.usmc.mil/ems/default_lg.asp).

